

Board Agenda Item
April 13, 2005

PRESENTATION – 1

Presentation of Resolution Honoring John Boaz

Presentation of a resolution to honor the service and accomplishments of Mr. John Boaz upon his retirement from the Park Authority.

STAFF:

Michael A. Kane, Director

Timothy K. White, Deputy Director

Brian Daly, Director, Park Operations Division

ADMINISTRATIVE - 1

Approval – Request for Land Dedication for RZ/FDP 2004-MV-041, Huntington Meadows Adjacent to Huntington Park (Mt Vernon District).

ISSUE:

Approval of staff comments pertaining to the Rezoning application for RZ/FDP 2004-MV-041, Huntington Meadows; located on Tax Map: Tax Map 83-1 ((1)) 56, 57, 62A, 62B, 63-65, 67-74, 76, 76A, 78-80, 82, 83, 85; 83-1 ((18)) 1-4; 83-3 ((1)) 95-99, adjacent to Huntington Park (see Attachment 1). The Development Plan shows 110 new proposed single-family attached houses on approximately 13.4 acres.

RECOMMENDATION:

The Park Authority Director recommends approval of the following summary comments regarding RZ/FDP 2004-MV-041, Huntington Meadows:

- The Fairfax County Park Authority requests the applicant dedicate the north- eastern portion of the property, approximately 6.3 acres mostly within the Resource Protection Area (RPA), as an addition to Huntington Park.
(Attachment 2).
- Dedication should occur only after Park Authority inspection and prior to approval for the 90th Residential Use Permit (RUP).
- The applicant should dedicate any portion of the Ordinance-required funds not spent onsite combined with the additional \$79,765 to the Park Authority for recreational facility development or spend them on facility improvements on dedicated lands.
- The Park Authority recommends that the stormwater waiver request be denied and that the applicant be required to disperse stormwater onto the extensive floodplain on their property to slow velocity and provide infiltration and reduction of sediment prior to leaving the site.
- The applicant should provide a public trail within the area requested for park dedication.

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- Parcel 64 contains architectural site 83-1A01; the house is a Craftsman style bungalow and dates to ca. 1925. Just to the south of the property is a large Civil War camp. The Park Authority recommends that a Phase I archaeological survey be conducted in the undeveloped portions of the property and the house should be documented by an architectural historian.

TIMING:

Board action is requested on April 13, 2005. It is anticipated that the Planning Commission will be scheduling a hearing to review this case in May 2005.

BACKGROUND:

This site is located adjacent to Huntington Park. The north-eastern portion of this site has Resource Protection Area (RPA) associated with Cameron Run. The applicant should dedicate land including the RPA to the Park Authority as an addition to Huntington Park (see Attachment 2). Any debris or waste currently on the parcel should be removed by the applicant prior to dedication.

The proposal will add approximately 301 residents to the current population of the Mount Vernon Supervisory District. In order to offset the impact caused by the proposed development, the applicant should provide \$79,765 combined with any portion of the Ordinance-required funds not spent onsite to the Park Authority for recreational facility development.

FISCAL IMPACT:

It is anticipated that the additional 6.3 acres would have minimal to no fiscal impact since it will likely be maintained in its natural state as an addition to Huntington Park.

ENCLOSED DOCUMENTS:

Attachment 1: Vicinity Map – Huntington Meadows, Fairfax County Park Authority,

March 2005

Attachment 2: Map of Dedicated Area – RPA Area 6.3 AC Huntington Meadows – Huntington Meadows, Fairfax County Park Authority, March 2005

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STAFF:

Michael A. Kane, Director

Timothy K. White, Deputy Director

Lynn S. Tadlock, Director, Planning and Development Division

Kirk Holley, Manager, Park Planning Branch

Irish Grandfield, Senior Planner, Park Planning Branch

Manjula Nandiraju, Park Planning Branch

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ADMINISTRATION - 2

Adoption of Minutes –March 23, 2005 Park Authority Board Meeting

ISSUE:

Approval of the minutes of the March 23, 2005 Park Authority Board meeting.

RECOMMENDATION:

The Park Authority Director recommends approval of the minutes of the March 23, 2005 Park Authority Board meeting.

TIMING:

Board action is requested on April 13, 2005.

FISCAL IMPACT:

None

ENCLOSED DOCUMENTS:

Attachment 1: Minutes of the March 23, 2005 Park Authority Board Meeting

STAFF:

Michael A. Kane, Director

Timothy K. White, Deputy Director

Nancy L. Brumit, Administrative Assistant

ACTION - 1

Contract Award – Open End Contracts for Architectural and Engineering Services

ISSUE:

Approval of open end contract awards to the firms of Bowie Gridley Architects, P.L.L.C., Gauthier Alvarado & Associates, Samaha Associates, P.C. and Studio 3 Architects, P.C. for architectural and engineering services needed to accomplish projects in the 2004 Park Bond Program.

RECOMMENDATION:

The Park Authority Director recommends approval of open end contract awards to the firms of Bowie Gridley Architects, P.L.L.C., Gauthier Alvarado & Associates, Samaha Associates, P.C. and Studio 3 Architects, P.C. for architectural and engineering services needed to accomplish projects in the 2004 Park Bond Program. Each firm will be awarded a contract in the not to exceed amount of \$400,000 for a term of one (1) year. The contracts are renewable for two (2) additional one-year terms at the option of the Park Authority Board.

TIMING:

Board action is requested on April 13, 2005, to ensure that architectural and engineering services are readily available to accomplish the 2004 Park Bond Program.

BACKGROUND:

The utilization of open end professional services contracts substantially shortens project schedules by reducing the time period required to procure design and construction administration related services. Therefore, staff is recommending the establishment of four (4) open end contracts for the procurement of the architectural and engineering services needed to accomplish the 2004 Park Bond Program. Related services provided under these contracts includes feasibility studies, assistance with project scope and budget development, design of park sites and facilities, processing of site plans and building permits, and administration/inspection support during construction.

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In accordance with Fairfax County's procurement policy, staff took appropriate steps to identify four (4) qualified firms to provide architectural and engineering services through the use of open end contracts. A Selection Advisory Committee (SAC) comprised of three (3) staff members was established to evaluate qualification materials submitted by the professional firms that responded to a publicly advertised "Request for Qualifications". The SAC then interviewed the top eight (8) rated firms, from which four (4) firms were determined to be the most qualified.

The criteria used to select the firms included: design experience in the field of architecture and engineering, experience in designing park facilities, public client experience, staff qualifications, quality of past work, project management and quality control strategies, knowledge of the site and building plan approval process and their responses to interview questions. Based on a review of the qualification packages and their interviews, the SAC has found Bowie Gridley Architects, P.L.L.C., Gauthier Alvarado & Associates, Samaha Associates, P.C. and Studio 3 Architects, P.C. the most qualified firms to provide architecture and engineering services under open end contracts.

Each firm will be awarded a contract in the not to exceed amount of \$400,000 for a term of one (1) year. The contracts are renewable for two (2) additional one-year terms at the option of the Park Authority Board. Any unused amount from a previous term shall not be carried forward to the additional term, and no individual contract project assignment shall exceed \$200,000. As professional services are needed for a specific project, a proposal will be requested from one of the firms based on required expertise, firm availability and equitable distribution of project assignments. After the proposal is reviewed and negotiated, a contract project assignment will be executed to authorize work to begin.

Each contract will be terminated or brought back to the Board for extension when the term expires or the maximum amount of the contract has been assigned to projects, whichever occurs first. These contracts do not guarantee a minimum contract amount to any of the firms.

FISCAL IMPACT:

Funds are necessary in the amount of \$100 per firm to open and establish the contracts for open end architectural and engineering services for a total of \$400. Funds are available in the amount of \$400 in Project 004534, Park Contingency, Fund 371, Park Capital Improvement Fund to initiate these contracts. Contract expenditures will be charged to individual projects as work is assigned, up to the maximum amount of the contract. This Board action only commits funds through the issuance of a Contract Project Assignment.

ENCLOSED DOCUMENT:

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Attachment 1: Respondents to the Request for Qualifications – Architectural and
Engineering Services

STAFF:

Michael A. Kane, Director

Timothy K. White, Deputy Director

Lynn S. Tadlock, Director, Planning and Development Division

Ted Zavora, Manager, Financial Planning Branch

John Lehman, Manager, Project Management Branch

Deb Garriss, Section Supervisor, Project Management Branch

ACTION - 2

Contract Award – RECenter Improvements at George Washington Park (Mount Vernon District)

ISSUE:

Approval of a contract award to Harry Braswell, Inc., of Alexandria, Virginia in the amount of \$ 1,136,343 for the construction of maintenance improvements to the heating, ventilation and air conditioning (HVAC) system and roof structure at George Washington RECenter.

RECOMMENDATION:

The Park Authority Director recommends approval of a contract award to Harry Braswell, Inc., of Alexandria, Virginia in the amount of \$ 1,136,343 for the construction of maintenance improvements to the HVAC system and roof structure at George Washington RECenter. In addition, the Director recommends reserving \$170,451 or fifteen (15) percent of the contract award for contract contingency, \$68,181 or six (6) percent of the contract award for administrative costs and \$30,000 for other project related costs.

Contract Award	\$1,136,343
Contract Contingency (15%)	\$ 170,451
Administrative Costs (6%)	\$ 68,181
Permits and Inspections	<u>\$ 30,000</u>

TOTAL COST	\$1,404,975
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TIMING:

Board action is requested on April 13, 2005 to maintain the project schedule.

BACKGROUND:

The 2005 - 2009 Project Development Schedule approved by the Park Authority Board on January 12, 2005 included a project to scope, design and construct a number of critical maintenance improvements at the George Washington RECenter.

On February 9, 2005, the Park Authority Board approved the following scope of improvements (as detailed in Attachment 2) for the George Washington RECenter:

HVAC Renovations

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- Replace the pool energy recyclers, energy recovery unit and air conditioning condensing unit, roof top unit and several fans and pumps
- Selectively replace/repair HVAC system controls
- Balance and clean the HVAC system

Roof Repairs (Natatorium)

- Demolish and replace the ballasted roofing system
- Repair or replace corroded metal roof decking
- Sandblast, repair and repaint all structural steel

Given the scope and complexity of the improvements, the facility will need to be closed to the public for approximately four (4) months. The roof related work that includes the removal and replacement/repair of corroded metal roof decking over the natatorium, removal of parapet walls and repair of the structural beams, will take three (3) to four (4) months. Two (2) additional months will be required to demolish and install the HVAC equipment and associated controls. It is anticipated that the facility can remain open to the public with limited inconvenience while the HVAC work is in progress. The current schedule proposes making the improvements between September 2005 and January 2006 concurrent with the biannual pool maintenance shutdown scheduled for September 2005.

Five (5) sealed bids for the construction of maintenance improvements to the HVAC system and roof structure at the George Washington RECenter were received and opened on March 17, 2005, as summarized in Attachment 1. The lowest responsible bidder was Harry Braswell, Inc. Their total bid of \$1,136,343 is \$99,343 or 9.6 % above the Park Authority's pre-bid estimate of \$1,037,000 and \$94,657 below the next lowest bidder. The work is to be completed within 228 calendar days of Notice-to-Proceed. Harry Braswell, Inc. holds an active Virginia Class A Contractors License. The Department of Tax Administration has verified that Harry Braswell, Inc. has the appropriate Fairfax County Business, Professional and Occupational License (BPOL).

FISCAL IMPACT:

Based on the post-bid update, funding in the amount of \$1,404,975 is necessary to award this contract and to fund the associated contingency, administrative costs and other project related costs. Based on encumbrances and expenditures to date, funding is currently available in the amount of \$1,404,975 in Project 475804, Building Renovation/Expansion, in Fund 370, Park Authority Bond Construction to award this contract and to fund the associated contingency, administrative costs and other project related costs.

ENCLOSED DOCUMENTS:

- Attachment 1: Bid Results – RECenter Improvements at George Washington Park
Attachment 2: Scope of Work – George Washington RECenter, HVAC Renovations and Roof Repairs

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Attachment 3: Cost Estimate – George Washington RECenter, HVAC Renovations
and
Roof Repairs.

STAFF:

Michael A. Kane, Director

Timothy K. White, Deputy Director

Charlie Bittenbring, Director, Park Services Division

Brian Daly, Director, Park Operations Division

Lynn S. Tadlock, Director, Planning and Development Division

Ted Zavora, Manager, Financial Planning Branch

John Lehman, Manager, Project Management Branch

Deb Garriss, Supervisor, Project Management Branch

Don Sotirchos, Project Manager, Project Management Branch

ACTION - 3

Contract Award – Trail and Stream Crossings at Accotink Stream Valley Park -
King Arthur Road to Wakefield Park (Braddock and Mason Districts)

ISSUE:

Approval of a contract award to Tessa Construction and Technical Company of Chantilly, Virginia in the amount of \$2,630,000 for the construction of trail and stream crossings at Accotink Stream Valley Park between King Arthur Road and Wakefield Park.

RECOMMENDATION:

The Park Authority Director recommends approval of a contract award to Tessa Construction and Technical Company of Chantilly, Virginia in the amount of \$2,630,000 for the construction of trail and stream crossings at Accotink Stream Valley Park between King Arthur Road and Wakefield Park. In addition, the Director recommends reserving \$263,000 or ten (10) percent of the contract award for contract contingency, \$157,800 or six (6) percent of the contract award for administrative costs and \$52,600 or two (2) percent of the contract award for other project related costs.

Contract Award	\$2,630,000
Contract Contingency (10%)	\$ 263,000
Administrative Cost (6%)	\$ 157,800
Inspections and Testing (2%)	<u>\$ 52,600</u>
 TOTAL COST	 \$3,103,400

TIMING:

Board action is requested on April 13, 2005 to maintain the project schedule.

BACKGROUND:

The 1998 Park Bond Program, Project Development Schedule, and the FY2005 Work Plan include a Capital Improvement Project to construct section five (5) of the Cross County Trail between King Arthur Road and the north end of Wakefield Park. This segment of the trail has asphalt and concrete surface, includes three stream crossings and completes the critical link under Little River Turnpike, Route 236, at its intersection with the Capital Beltway, Route 495. The trail is primarily in the Mason District but enters the Braddock District south of Route 236.

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The Park Authority Board approved the project scope on June 14, 2000. The approved trail scope incorporated the design and construction of more than a mile of asphalt and concrete trail with 3 bridges. Since scope approval the crossing type has been changed from bridges to pre-cast concrete arch culverts. The concrete sections of trail occur at the approaches to each crossing and under the roadway bridges of Route 236.

Grant funding totaling \$1,067,842 was secured for this project from three sources, Congestion Mitigation and Air Quality (CMAQ), Transportation Equity Act for the 21st Century (TEA-21), and Transportation and Community and System Preservation pilot program (TCSP). These grant programs would reimburse us for expenditures made during implementation of the project. The project has been designed to meet the requirements of the grants. Waivers for some requirements have been secured. The design plans and specifications have been reviewed by staff of the Virginia Department of Transportation (VDOT) and the Federal Highway Administration (FHWA) at the various phases of design. The duration of the design and permits phase of this project has taken much longer than a traditional project as a result of the processes mandated by the grant administrators to gain approvals along the way.

Recently we received the land use permit from VDOT for the construction under Route 236 and were moving to gain the final approval to go to bid. It was at this time we were informed that no one at the state level who is managing the grant programs had requested that the grant funding be available in the federal fiscal year 2005 budget. To get the funding appropriated into FY2005 would require a supplemental budget submission and could take about six months to be approved. Once the grant funding was reinstated we would then need to request permission to go to bid. Based upon past history, this approval would take three to four months for the applicable VDOT agencies to again review our bid documents, require us to incorporate any updates to their processes and forms, and notify us that we may proceed to bid. The grant administrators must also approve the low bidder before we could issue Notice to Proceed, adding several more months. As a result of these required steps, construction would not start until sometime in 2006, which does not meet with the Board of Supervisor's timeframe of completing the Cross County trail by the end of 2005. To meet the Cross County trail schedule, and make this long awaited segment of trail available to the public, the Director asked the Planning and Development Division to move the project forward while working closely with VDOT to transfer the grant funding to a future segment of the Cross County Trail.

Staff and VDOT are now having discussions on how to transfer the grant funds to the Accotink Steam Valley – Dam to Old Keene Mill Road Trail Project included

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in the 2004 Bond Program. We have received preliminary indications that at least some of the grant funds can be shifted to this segment of trail, but as of this time we have not received a formal response from VDOT.

Eight (8) sealed bids for the construction of trail and stream crossings at Accotink Stream Valley Park between King Arthur Road and Wakefield Park were received and opened on March 21, 2005, as summarized in Attachment 1. The apparent lowest bidder was Cube Construction Corporation with a bid of \$2,448,627. However, during the bid confirmation process they notified the Park Authority that they had made an unintentional error in their bid. After consulting with the County Attorney, the decision was made to accept Cube Construction Corporation's request to withdraw their bid. Therefore, the lowest responsible bidder was Tessa Construction and Technical Company. Their total bid of \$2,630,000 is \$255,000 or 10.7% above the Park Authority's pre-bid estimate of \$2,375,000 and \$77,830 below the next lowest bidder. The work is to be completed within 200 calendar days of Notice-to-Proceed. Tessa Construction and Technical Company holds an active Virginia Class A Contractors License. The Department of Tax Administration has verified that Tessa Construction and Technical Company has the appropriate Fairfax County Business, Professional and Occupational License (BPOL).

Adequate funds to award this contract are not currently available in the 1998 Bond Program, Project 474698, Trails and Stream Crossings Category. Additional funds in the amount of \$1,713,020 will be needed to award this contract and to fund the associated contingency, administrative costs and other project related costs. Staff recommends using funds from the 2004 Bond Program, Project 474604, Trails and Stream Crossings Category to fund the shortfall. Funding in the amount of \$1,321,000 is available from the Accotink Stream Valley Trail, Lake Accotink Dam to Old Keene Mill Road Project; \$68,000 is available from the proposed Cub Run Stream Valley Trail Connection Project along Braddock Road; \$200,000 is available from the Pimmit Run Stream Valley Crossings Project; and \$124,020 is available from the Laurel Hill Greenway Project for a total of \$1,713,020. Based on the 2004 Park Bond Program Projects in the Trails and Stream Crossings Category, staff has determined that we will proceed with all projects contained in the approved plan based on prioritization of these projects including the approved schedule and available cash flow of funds. Staff will identify funding sources at the time of construction contract award for each project. In the event that adequate funds are not available to complete all projects, staff will pursue alternative funding sources including grants or recommend prioritizing the remaining projects as part of future bond programs to complete the listing.

FISCAL IMPACT:

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Based on the post-bid update, funding in the amount of \$3,103,400 is necessary to award this contract and to fund the associated contingency, administrative costs and other project related costs. Based on encumbrances and expenditures to date, funding is currently available in the amount of \$1,300,380 in Project 474698, Trails and Stream Crossings; in the amount of \$90,000 in Project 475098, Natural and Cultural Resource Facilities and in the amount of \$1,713,020 in Project 474604, Trails and Stream Crossings, in Fund 370, Park Authority Bond Construction to award this contract and to fund the associated contingency, administrative costs and other project related costs.

ENCLOSED DOCUMENTS:

- Attachment 1: Bid Results – Accotink Stream Valley Park Trail
- Attachment 2: Scope of Work – Trail and Stream Crossings at Accotink Stream Valley Park, King Arthur Road to Wakefield Park, Project No. 474698 / 558
- Attachment 3: Cost Estimate – Trail and Stream Crossings at Accotink Stream Valley Park, King Arthur Road to Wakefield Park, Project No. 474698 / 558
- Attachment 4: Site Plan – Map of Trail and Bridge Locations, Accotink Stream Valley
Trail and Bridges, King Arthur to Wakefield

STAFF:

Michael A. Kane, Director
Timothy K. White, Deputy Director
Brian Daly, Director, Park Operations Division
Lynn S. Tadlock, Director, Planning and Development Division
John Lehman, Manager, Project Management Branch
Christopher J. Hoppe, Supervisor, Project Management Branch
Cindy McNeal, Project Manager, Project Management Branch

ACTION - 4

Approval - Extension of Open End Contracts for Geotechnical Engineering and Inspection Services

ISSUE:

Approval of a one year extension to the open end contracts with Schnabel Engineering, Burgess & Niple, Inc. and Clough Harbour and Associates for geotechnical engineering and inspection services to complete the remaining projects in the 1998 Park Bond Program and address the needs of projects in the 2004 Park Bond Program.

RECOMMENDATION:

The Park Authority Director recommends approval of a one year extension to the open end contracts with Schnabel Engineering, Burgess & Niple, Inc. and Clough Harbour and Associates for geotechnical engineering and inspection services to complete the remaining projects in the 1998 Park Bond Program and address the needs of projects in the 2004 Park Bond Program.

TIMING:

Board action is requested on April 13, 2005 to ensure that projects requiring geotechnical engineering and inspection services continue without delay.

BACKGROUND:

On April 14, 2004, the Park Authority Board approved open end contracts with Schnabel Engineering, Burgess and Niple, Inc., and Clough Harbor and Associates for geotechnical engineering and inspection services. The contracts were for an amount not-to-exceed \$80,000 each, which would be charged to individual projects as needed. The contracts were approved for a period of one year with the option to extend them for two (2) one-year extensions. To help ensure that currently active projects proceed without delay, and address the needs of projects in the 2004 Park Bond Program, staff recommends extending all three (3) contracts for a one-year time period. This is the first one-year extension.

FISCAL IMPACT:

The contract balances and contract expiration dates are listed on Attachment 1. Funding for these contracts will be provided by individual projects that require geotechnical engineering and inspection services. This Board action only commits funds through the issuance of a Contract Project Assignment.

ENCLOSED DOCUMENTS:

Attachment 1: Summary of Open End Contracts for Geotechnical Engineering and Inspection Services

Attachment 2: Project Assignments to Geotechnical Engineering and Inspection Firms

STAFF:

Michael A. Kane, Director

Timothy K. White, Deputy Director

Lynn S. Tadlock, Director, Planning and Development Division

Thaddeus Zavora, Manager, Capital Facilities and Budget Administration

John Lehman, Manager, Project Management Branch

Mike Baird, Capital Facilities and Budget Administration

Christopher J. Hoppe, Supervisor, Project Management Branch

Elizabeth Cronauer, Project Manager

ACTION - 5

Approval of a License Agreement Between Fairfax County Park Authority and Omnipoint Communications Cap Operations, LLC (T-Mobile) at Lee District Park (Lee District)

ISSUE:

Approval of a license agreement between Fairfax County Park Authority and Omnipoint Communications Cap Operations, LLC (T-Mobile) to install telecommunication equipment and related structures in Lee District Park.

RECOMMENDATION:

The Park Authority Director recommends that the Park Authority Board approve the license agreement between Fairfax County Park Authority and Omnipoint Communications Cap Operations, LLC (T-Mobile) to install telecommunication equipment and related structures at Lee District Park. **(This item was reviewed by the Planning and Development Committee on March 2, 2005 and approved for submission to the Park Authority Board.)**

TIMING:

Board action is requested on April 13, 2005 to maintain the project schedule.

BACKGROUND:

In February 2001, representatives of Omnipoint Communications Cap Operations, LLC (T-Mobile) proposed two possible locations for a telecommunication site in Lee District Park. The areas that were suggested by T-Mobile for locating the structure and equipment negatively affected the park by detracting from the character of the park and possibly impacting the operation of the park. In June 2004, Mr. Rodney Lusk, Fairfax County Planning Commission, requested that the Park Authority take another look at the possibility of locating a telecommunication site in Lee District Park. Three potential sites were evaluated for the telecommunication facility. A suitable location was found in an area of the park (adjacent to the existing air monitoring station) that did not detract from the character of the park nor negatively impact park operations. T-Mobile representatives evaluated the site and determined that this site would satisfy their requirements.

T-Mobile proposes to install a standard monopole with a height of 95 feet. The existing mature trees will help screen the monopole from the rest of the park. The monopole will be located in a 1,400 sq. ft. compound containing the

associated telecommunication equipment. Access to the site will be from the existing park entrance.

This agreement recognizes the existence of T-Mobile as the sole carrier. The addition of other carriers would have to be approved by the Park Authority.

The initial term of the license is ten (10) years with three (3) five-year renewal terms. Provisions for equipment removal are included in the license along with requirements for staff review and approval of site plans. The agreement can be cancelled if the required government approvals are not granted within eighteen (18) months of the signing of this agreement.

FISCAL IMPACT:

The monthly license fee for the first year of the initial ten-year term will be \$2,025. At the end of each year the monthly license fee for the following year will increase by 3%. Funds received from this license will be appropriated during the initial ten-year term in Project 004493, Lee District Park, in Fund 371, Park Capital Improvement Fund for improvements to Lee District Park. If the license agreement is renewed after the initial ten-year term, funds from the license fee will be appropriated by action of the Park Authority Board, in accordance with Policy 303.

ENCLOSED DOCUMENTS:

- Attachment 1: Master Plan – Lee District Park
- Attachment 2: Telecommunication Drawings – Elevation/Enlarged Site Plan
- Attachment 3: License Agreement
- Attachment 4: Policy 303 – Telecommunication Sites

STAFF:

Michael A. Kane, Director
Timothy K. White, Deputy Director
Lynn S. Tadlock, Director, Planning and Development Division
Charles Bittenbring, Director, Park Services Division
Kay H. Rutledge, Manager, Land Acquisition and Management Branch
James L. Miller, Property Manager, Land Acquisition and Management Branch

DISCUSSION - 1

Walk-On Use Committee Report / School Athletic Field Maintenance Plan

In a Joint Board Matter presented by Supervisors Dana Kauffman and Gerry Hyland on October 18, 2004, the Board of Supervisors directed staff from Department of Community Services and Recreation, the Fairfax County Park Authority and the Fairfax County Public School to work with the Fairfax County Athletic Council to investigate practices and policies that could be changed or implemented to protect the County's athletic fields.

Six key areas were outlined for the committee to address:

1. Revisit the definition of "group" or organized play to provide clarity.
2. Develop control measures for walk-on or unauthorized use.
3. Develop monitoring and enforcement procedures to allow permitted use of level 1 and 2 fields.
4. Promote field design and equipment requirements that provide optimal opportunities to maintain playing surfaces and control unauthorized use.
5. Craft an outreach program to non-permitted organized groups to increase their understanding of field use policies and prompt their participation as authorized users.
6. Develop methods to ensure fields are not being used during periods when field damage is most likely to occur.

In addition to the above issues, staff was directed to develop a plan to maintain the County's investment in the recently improved fields and consider consolidating funding and maintenance under the Park Authority's school maintenance program.

A committee was developed to address these issues. The committee included lead staff from the Department of Community and Recreation Services, representatives from the Fairfax County Athletic Council, Public Schools, Fairfax County Park Authority, Fairfax County Police and the Health Department.

Fairfax County Park Authority staff will discuss the draft recommendations of the Walk-On Use Committee with the Board and discuss the issues surrounding the recommendations.

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STAFF:

Michael A. Kane, Director

Timothy K. White, Deputy Director

Brian Daly, Director, Park Operations Division

INFORMATION - 1

2002-2006 Park Authority Strategic Plan Update and Implementation Plan for 2005
(with Presentation)

The Park Authority Board approved the 2002-2006 Park Authority Strategic Plan on September 26, 2001. Annually, the Board receives updates on the Strategic Plan accomplishments and an implementation plan for the following year. The Board received the Strategic Plan Update for 2003 on April 28, 2004, and the 2004 Annual Implementation on May 26, 2004.

In the 2004 Implementation Plan, *Opportunity Area 2; Stewardship*, was fully incorporated into the newly developed Natural Resource Management Plan. The Natural Resource Management Plan (NRMP) now serves as an appendix to the 2002-2006 Park Authority Strategic Plan and its tasks and strategies include those of the original Stewardship section of the 2002-2006 Park Authority Strategic Plan. However, stewardship strategies previously identified with deliverables remain identified in the Stewardship section of the Strategic Plan. The Stewardship section now provides a "cross walk" between the original Stewardship strategies and the Natural Resource Management Plan. The Natural Resource Management Plan Year 1 Implementation Plan has not yet been completed due to the timing of its development. Updates to the NRMP as well as its next annual implementation plan will occur in July.

The purpose of the five-year strategic plan and the annual implementation plan is to focus on the initiatives that are most important to the agency's success.

Attached are three documents:

- Attachment 1 - *Strategic Plan Update; 2004 Highlights and Accomplishments* provides a summary of the tasks accomplished from the 2004 Implementation Plan.
- Attachment 2- *2002-2006 Strategic Plan; Implementation Plan for 2005*, presents the proposed 2005 Annual Implementation Plan.
- Attachment 3 - Natural Resource Management Plan Implementation Plan

Highlights of all documents will be presented at the April 13, 2005, Park Authority Board meeting.

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For 2004, virtually all of the strategies scheduled for implementation were started and most tasks were completed (Attachment 1). The scope of many strategies spans more than one fiscal year and those not completed are ongoing or scheduled for completion in succeeding years. For 2004, the Stewardship strategies migrated to the Natural Resource Management Plan, which became an addendum to the 2002-2006 Park Authority Strategic Plan. A summary of Board Deliverables from the 2004 Implementation Plan is also included in Attachment 1.

The proposed 2005 Annual Implementation Plan (Attachment 2) presents all of the strategies to be addressed in the current calendar year. For each strategy included, a summary of significant tasks is shown along with any associated Board Deliverables and deliverable dates.

Changes for 2005: For 2005, an additional strategy has been added to the *Capacity For Growth and Change* opportunity area. This is Task 2.5, *Develop Fairfax County Park Authority 2006 – 2010 Strategic Plan* which has been included in the *Aligning Organization to Strategic Priorities* strategy.

The next update to the Park Authority Strategic Plan will be presented to the Board for annual review in 2006.

Unless otherwise directed by the Board, staff will proceed with the strategies presented in the 2005 Implementation Plan.

ENCLOSED DOCUMENTS:

Attachment 1: Strategic Plan Update: 2004 Highlights and Accomplishments
Attachment 2: 2002-2006 Strategic Plan: Implementation Plan for 2005
Attachment 3: Natural Resource Management Plan Implementation Plan

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STAFF:

Michael A. Kane, Director
Timothy K. White, Deputy Director
Charles Bittenbring, Director, Park Services Division
Brian Daly, Director, Park Operations Division
Cindy Messinger, Director, Resource Management Division
Miriam C. Morrison, Chief Financial Officer
Lynn S. Tadlock, Director, Planning and Development Division
Robert Brennan, Executive Director, Park Foundation
Nick Duray, Manager, Marketing and Research
John Finegan, Manager, Automation Services Branch
Judy Pedersen, Public Information Officer
Kirk Holley, Manager, Park Planning Branch
Seema Ajrawat, Fiscal Administrator, Financial Management Branch

INFORMATION -2

Cub Run Field House Request for Proposals

After more than three and one-half years of effort, the Lease Agreement with West County Field House, LLC was terminated in September 2004, because the offeror was unable to secure financing for the project. Since that time, staff has discussed the project with Fairfax County Public School staff and identified some alternatives to meeting the indoor track requirements. In addition, the Department of Community and Recreation Services has identified a need for a new Senior Center in the Sully District area, and is interested in the Cub Run location.

Staff has completed an update of the original Request for Proposals with the following modifications:

- 1) A general update to remove outdated information about the 1999 Feasibility Study and RECenter operations as both are out of date and not particularly important to the request. (Section I – Overview; Appendix E – FCPA Background)
- 2) Modified the indoor track requirements with concurrence of Fairfax County Public Schools to permit developers to meet the track requirement without a permanent track facility. This may provide a facility that can accommodate track meets and use portable equipment. (Section II – Scope of Work, Paragraphs 2.4, 2.5)
- 3) Provided specific details of the infrastructure that is in place and available for the developer. (Section III – Site and Region Information, Paragraph 3.6)
- 4) Requested that proposals include financial partners and funding sources to assure that developers have sound financial footing for the project and to permit staff to more effectively evaluate financial capability in the selection process. (Section IV – Submittal Requirements, Paragraph 4.7)
- 5) Included the insurance and indemnification language that will be required by the county. This part of the lease negotiation was very lengthy. By providing the County's detailed requirements up front, staff anticipates being able to shorten the negotiation period. (Section V – General Proposal Information Paragraphs 5.9.3, 5.9.4)

- 6) Specifically defined competing activities in which the developer may not engage. Again, this was somewhat of a stumbling block in the last negotiations. Staff believes that the language agreed to with the last developer is sound and will shorten the negotiation time. (Appendix F – Competing Activities)
- 7) Added an option for developer to construct or provide a financial contribution toward construction of the second swimming pool at Cub Run. Section I – Overview – Paragraph 1.8; Section V – General Proposal Information, Paragraph 5.7.2, Appendix A Lease Proposal Form)
- 8) Added an option for the developer to include a Senior Center in the Field House. The County would then agree to a long-term lease, subject to annual appropriation. This would provide the developer a secure revenue stream that will aid in securing financing.

The revised RFP will be issued in early to mid-April, unless otherwise directed by the Board. Staff believes that there is a reasonable prospect for success with this project at this time for several reasons:

- 1) The amount of interest in the Laurel Hill Sports Complex RFI seems to indicate there is a market for this type of project.
- 2) The alternatives available for meeting the track requirement result in more flexible space for other uses. The track takes up a large portion of the permitted square footage of the Field House and was difficult to program for other uses. This has created a challenge to a strong revenue stream that impacted the ability to secure financing.
- 3) The Senior Center can provide a secure revenue stream that, although relatively small, can provide a degree of financial stability to the project.

The terms of the original Lease and Exchange Agreement between the Fairfax County Public Schools and Fairfax County Park Authority will have expired before this project can be completed. School staff has promised to revise the Agreement so that the original intent of transferring the 28 acres of land on which the RECenter sits to the Park Authority, occurs upon the opening of the Field House.

Board Agenda Item
April 13, 2005

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